

SOCIAL SERVICES BLOCK GRANT

WASHINGTON STATE

PRE-EXPENDITURE REPORT

FFY 2013

DEPARTMENT OF SOCIAL AND HEALTH SERVICES
OLYMPIA, WASHINGTON 98504

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SOCIAL SERVICES BLOCK GRANT WASHINGTON STATE FFY 2013 PRE-EXPENDITURE REPORT

1. INTRODUCTION

1.1 Background

This pre-expenditure report is intended to meet the statutory requirement that the state annually report the intended use of Social Services Block Grant funds, including types of activities to be supported and the categories or characteristics of individuals to be served.

The Washington State Department of Social and Health Services (DSHS) administers the Social Services Block Grant and intends to use funds made available to it for a variety of social services programs. All services and activities listed in this pre-expenditure report will be eligible to receive funds from the Social Services Block Grant. The allocation of funds among these services will be determined based upon the availability of other funds, changes in state legislative direction, changes in federal legislation, levels of other federal support, and changes in level of need, caseloads, etc. In these allocation decisions, the department relies heavily on public involvement in the department's budget development and modification processes.

Services and activities supported by the Social Services Block Grant are provided by DSHS's Children's Administration (CA).

1.2 Public Input Schedule

Stakeholder groups have multiple opportunities throughout the year to provide input on DSHS programs and spending priorities. In addition, DSHS advertised and held a formal public comment period, for the FFY2013 SSBG Plan.

2. CHILDREN'S ADMINISTRATION

2.1 Overview

Mission

The Department of Social and Health Services will improve the safety and health of individuals, families and communities by providing leadership and establishing and participating in partnerships.

Vision

Safe, healthy individuals, families and communities

2.2 Program Services

The primary goals of the Administration focus on the themes of child safety, child and family well being, and permanency for the children and families we serve. A fourth goal focuses on the systemic factors that are necessary in a high performing organization to support excellent outcomes for children and families. These goals are:

- ***Child Safety:*** Children will be safe from abuse and neglect.
- ***Child & Family Well-Being:*** Help families and communities improve the well-being of children in their own homes and in out-of-home care.
- ***Permanency:*** Provide stable, nurturing, and permanent placements as quickly as possible for children who are placed into out-of-home care.
- ***Supporting Client Outcomes (Organizational Well-Being):*** Continuously improve the organization's capacity to achieve excellent outcomes for children and families.

The specific strategies CA employs to reach these goals are detailed in our Strategic Plan, which is excerpted in the federally required annual Child and Family Services Plan, and is submitted to the Department of Health and Human Services.

2.3 Service Goals

Services fall into two major categories:

- ***Services to maintain children in their own homes:*** Examples of specific in home safety services which support this endeavor include home support specialist services, early family support services, family reconciliation, home-based services, intensive family preservation services and family preservation services.
- ***Placement in appropriate alternative care when a child cannot safely remain in his or her own home:*** These services include family-centered placement practice and process, planning for and monitoring of children who are in foster care, group care, or other out-of-home care. Licensing of out of home facilities are also included, as are adoption services for children for whom parental rights have been terminated or relinquished.

Cases are managed by direct service staff in regional field offices throughout the state. Oversight is provided by regional and state headquarters staff that support and guide best practice in all field offices. Costs associated with services include, but are not limited to, training and staff support activities. CA also purchases services through contracts with such agencies as domestic violence shelter programs, child placing agencies, and group homes. CA contracts with Tribes and tribal organizations to provide culturally appropriate services to Native children and families.

3. SOCIAL SERVICES SUPPORT ACTIVITIES

3.1 Overview

Social Services Support Activities assist the Department of Social and Health Services in delivering a wide range of services to help support maintaining children in their own homes. When a child cannot safely remain in their own home services support the achievement of reunification or timely permanency when the child cannot return to their parents home. The individuals served are the clients of the program services described in this pre-expenditure report.

3.2 Program Services

Social Services Block Grant funds may be used to support the following activities:

Adoption Support (SSBG category 1) CA's adoption program focuses exclusively on placing special needs children in foster care into adoptive homes. These children may be difficult to place for adoption because of emotional and behavioral problems, developmental delays, or because they are part of a sibling group or are over the age of five years. Adoption Services recruit and screen families interested in adopting children who are in the care and custody of the department. CA places waiting children in homes with approved adoptive families and provides adoption planning, preparation, and pre- and post-placement services to the adoptive child and family.

Case Management (SSBG category 2)

CA provides case management services to children who have experienced or are at risk of child abuse and neglect. These services include assessing the situation of the child and family, planning for a permanent living situation for the child, and maintaining contact with family members when the child is placed out of their home of origin.

Counseling Services (SSBG Category 4)

Counseling services are assessed and referred through the following CA program areas: Child Protective Services, Family Reconciliation Services, Child Welfare Services, Voluntary Services, Adoption and Adoption Support.

Day Care – Children (SSBG category 6)

CA provides child care services to families who are involved with CA and the services are a part of the case plan for a child. The services may be provided in a child's home or in a licensed/certified child care facility. Services are typically for children ages 0 to 12 years of age however, child care services may be provided beyond age 12 for a child with special needs.

Foster Care – Children (SSBG category 11)

Foster homes provide twenty-four hour care for children of all ages who need temporary or extended out-of-home placement due to child abuse, neglect or family conflict. Foster care is provided by licensed foster parents or unlicensed relative caretakers and is viewed as a short-term solution to an emergent situation. The goal of foster care services is to return each child home safely or to find another appropriate permanent home as quickly as possible. Foster care services are also available with licensed foster parents through contracted community child placing agencies.

CA Division of Licensed Resources (DLR) and private agencies share responsibility for foster home recruitment and retention. Recruitment occurs primarily through contracts as described below, however DLR is responsible for the final approval of all foster care licenses. CA promotes a long-term grassroots community engagement effort for recruitment and ongoing support for foster parents. Statewide and regional Recruitment and Retention Teams, comprised of CA and contract agency staff, meet regularly to monitor progress and to strategize improvements in recruitment and retention efforts.

CA contracts with community agencies for behavior rehabilitation services (BRS) for children and youth with serious emotional, behavioral, or medical difficulties who cannot be adequately served in family foster homes. BRS provides a high level of care and treatment for children and youth with the most severe and intensive needs. BRS is time limited

with a focus on a return to a less restrictive environment. Services are offered in an array of settings including the child's home, a treatment foster home or a group residential setting.

Respite care is the temporary, time limited relief for substitute parenting or care giving of a child to help a child remain safely in their own home or help ensure stability in out-of-home placement. Respite care services may fall under two primary categories: (a) Retention Respite – provides licensed CA caregivers, licensed Tribal foster parents and licensed Private Child-Placing Agency foster parents providing care for CA-placed children, with regular “time off” from the demands of care giving responsibilities and (b) Child Specific Respite – provides unlicensed relative caregivers, other suitable persons, licensed CA caregivers, licensed Tribal foster parents and licensed Private Child-Placing Agency foster parents providing care for children placed by CA, with the opportunity for relief from the care giving responsibilities that are linked to the medical, behavioral or special needs of an individual child.

CA provides services to support children in foster care. This may include but is not limited to clothing, medical costs not covered by medical coupons, meals for children and special fees for activities outlined in the case plan.

CA also provides services or activities related to psychological and neuropsychological evaluation, testing and subsequent treatment to remedy the family circumstances and provide a safe environment for children.

Home Based Services (SSBG category 13)

CA provides home based services to families who are seeking help to manage children and to keep their families together in their home. CA home based services include home maintenance services and household management services as well as respite services covered in category 11 above.

Information and Referral (SSBG category 17)

CA provides information and referral services to facilitate an appropriate referral to community resources. CA Information and referral services include referring parents to community services to prevent potential child abuse and neglect from occurring.

Prevention/Intervention (SSBG category 20)

CA's Family Preservation Services (FPS) are available primarily to families whose children face “substantial likelihood” of being placed outside of the home or to assist with reunifying a child with their family from out-of-home care. Interventions focus on resolving the immediate crisis and strengthening a family's relationships through a variety of community resources. FPS are available to families within 48 hours of referral and are offered for a maximum of six months by a contracted service provider.

Special programs are offered for sexually aggressive youth. Comprehensive intervention and treatment services are available for children who meet the definition of Sexually Aggressive Youth as defined in RCW 74.13.075. These services include one-time expenses for testing, monitoring equipment, or emergency interventions as well as ongoing evaluations, treatment, and supervision.

As child maltreatment is closely associated with domestic violence, CA provides routine screening for domestic violence at intake and during investigation, and as part of service planning and case review. This includes conducting a specialized assessment of the safety threat which domestic violence poses to a child. Assessment is conducted at the beginning of the case and occurs throughout the life of the case. The findings from the assessment provide guidance in the decision making processes of service planning, case management, and case review.

Protective Services – Children (SSBG category 22)

Child Protective Services (CPS) provides 24 hour, seven days per week intake, screening, and investigative services for reports of alleged child abuse and neglect. Division of Licensed Resource (DLR) CPS social workers and CPS social workers investigate appropriate referrals to assess the safety and protection needs of children and, when necessary, intervene by providing services designed to increase safety and protect children from further harm.

Residential Treatment Services (SSBG category 24)

CA contracts with Crisis Residential Centers (CRC) in which temporary shelter is provided for youth ages 12 through 17 who run away from home, are in severe conflict with their parent(s), or are foster youth in need of a crisis placement. CRCs are available twenty-four hours a day, seven days per week. Placement is limited to a maximum of five days. The services CRCs provide are focused on assessing the child's needs and reunifying the family.

Transportation Services (SSBG category 28)

CA provides transportation services which include arranging for travel and the payment of travel in order for clients to access necessary services. CA may provide payment for the cost of air and/or rail transportation and associated expenses incurred by or on behalf of a child in foster care, return of a runaway, a child receiving adoption services, and family reconciliation services.

Other Service (SSBG category 3 through 29 not listed above)

DSHS may also expend FFY2011 SSBG funds on other SSBG qualified services. These services may include, but are not limited to intake and assessment, child welfare services (CWS), family reconciliation services (FRS), DLR family home licensing services, crisis counseling, home support, short term residential treatment and transportation services other than those listed in category 28.

Administrative Costs

The department intends to use block grant funds to provide partial support for overhead administrative services.

3.3 Eligibility

DSHS plans to serve individuals based on defined eligibility requirements necessary to receive services. Within this set of individuals, the following definitions apply:

Case Management, Protective Services, Transportation, and other services provided to children:

- Child – any person from the age of 0 through seventeen (21).

Day Care – Children:

- Child – Twelve years or younger or physically, mentally or emotionally incapable of self care, as verified by a doctor, nurse, nurse practitioner, or master-level or above mental health, education, or Social Service professional, or under court supervision.

4. FUNDING COMPARISONS

4.1 SSBG Expenditures and Total Expenditures

The table below includes actual expenditures for FFY2011, the most recent post-expenditure report, and proposed FFY2013 funding.

Total 2011 Expenditures and SSBG Expenditures			
Service	Total Expenditures	SSBG Expenditures (SSBG allocation + TANF transfer)	% SSBG
Adoption Services	\$5,189,346	\$474,100	9%
Case Management-Children	\$27,711,959	\$4,949,567	18%
Day Care-Children	1,301,966	839,841	65%
Foster Care Services—Children	\$31,518,742	\$16,725,225	53%
Protective Services—Children	\$40,838,730	\$3,533,019	9%
Information & Referral	\$3,617,273	\$455,611	13%
Transportation	\$4,942,223	\$2,614,841	53%
Other	\$58,586,764	\$12,074,970	21%
Total	\$173,707,003	\$41,667,174	

Total 2013 Expenditures and SSBG Expenditures			
Service	Total Expenditures	SSBG Expenditures (SSBG allocation + TANF transfer)	% SSBG
Adoption Services	\$4,422,726	\$376,117	9%
Case Management	\$25,433,409	\$4,209,372	17%
Day Care-Children	\$4,817,251	\$839,841	17%
Foster Care Services	\$41,235,456	\$23,294,884	57%
Protective Services	\$38,659,275	\$2,524,481	7%
Information & Referral	\$2,195,831	\$285,611	13%
Transportation	\$3,205,920	\$2,868,001	89%
Other	\$51,084,906	\$5,158,532	10%
Total	\$171,054,774	\$38,980,254	

4.2 Administrative Costs

In response to Health and Human Services, Administration for Children & Families, Transmittal No. 04-2007, DSHS is making a concerted effort to reduce the amount of SSBG funds used for administrative costs. The table below reflects the continued progress DSHS is making in reducing the administrative cost percentage.

Federal Fiscal Year	SSBG Alloc Spent on Admin	TANF Transfer spent on Admin	Total SSBG Admin Expenditures	Total SSBG Expenditures	Admin Percentage
2005	\$21,199,682	\$2,905,002	\$24,104,684	\$43,518,115	55%
2006	\$17,087,297	\$2,876,333	\$19,963,630	\$45,377,366	44%
2007	\$13,864,079	\$472,291	\$14,336,370	\$45,680,475	31%
2008	\$7,676,036	\$244,170	\$7,920,206	\$45,848,019	17%
2009	\$3,240,034	\$0	\$3,240,034	\$44,853,026	7%
2010	\$3,277,118	\$0	\$3,277,118	\$44,648,425	7%
2011	\$3,264,825	\$0	\$3,264,825	\$44,931,999	7%
2012	(post expenditure report not yet available)				
Estimated 2013	\$3,313,752	\$0	\$3,313,752	\$42,294,006	8%

5. AMOUNT OF SSBG DOLLARS SPENT PER RECIPIENT

The following tables show the average FFY2010 expenditure per recipient and the anticipated FFY2013 expenditure per recipient.

FFY 2011

	FFY 2011 Children & Adults Served	FFY 2011 Expenditures SSBG & Transfer to SSBG	Average SSBG Dollars per Recipient	FFY 2011 Expenditures- SSBG & all Other	Average Expenditure per Recipient
Adoption Services	1,552	\$474,100	\$305	\$5,189,346	\$3,334
Case Management – Children	8,046	\$4,949,567	\$615	\$27,711,959	\$3,444
Day Care – Children	4,395	\$839,841	\$191	\$1,301,966	\$296
Foster Care – Children	14,597	\$16,725,225	\$1,146	\$31,518,742	\$2159
Protective Services – Children	75,835	\$3,533,019	\$47	\$40,838,730	\$539
Information & Referral	2,221	\$455,611	\$205	\$3,617,273	\$1,629
Transportation	4,073	\$2,614,841	\$642	\$4,942,223	\$1,213
Other	12,742	\$12,074,970	\$948	\$58,586,764	\$4,598
Totals		\$41,371,307		\$173,707,003	

Estimated FFY 2013

	FFY 2013 Children Served	FFY 2013 Expenditures SSBG & Transfer to SSBG	Average SSBG Dollars per Recipient	FFY 2013 Expenditures- SSBG & all Other	Average Expenditure per Recipient
Adoption Services	1,346	\$376,117	\$279	\$4,422,726	\$3,286
Case Management - Children	5,483	\$4,209,372	\$768	\$25,433,409	\$4,639
Day Care – Children	5,583	\$839,841	\$150	\$4,817,251	\$862
Foster Care	20,833	\$23,294,884	\$1,118	\$41,235,456	\$1,979
Protective Services	76,685	\$2,524,481	\$33	\$38,659,275	\$374
Information & Referral	1,761	\$285,611	\$162	\$2,195,831	\$1,246
Transportation	3,748	\$2,698,458	\$720	\$3,205,920	\$855
Other	11,680	\$4,751,490	\$407	\$51,084,906	\$4,374
Totals		\$38,980,254		\$171,054,774	

Part A. Estimated Expenditures and Proposed Provision Method

EXPIRATION DATE: 08/31/2012

STATE: Washington State		FISCAL YEAR: 2013		REPORT PERIOD: 10/2012-9/2013			
Contact Person: Rene Newkirk		Phone Number: 360.902.7946					
Title: Chief-Budget,Forecast,Contracts & COA		E-Mail Address: nren300@dshs.wa.gov					
Agency: DSHS - Children's Administration		Submission Date:					
Service Supported with SSBG Expenditures	SSBG Expenditures		Expenditures of All Other Federal, State and Local funds**	Total Expenditures	Provision Method		
	SSBG Allocation	Funds transferred into SSBG*			Public	Private	
1	Adoption Services	376,117		4,046,609	4,422,726	X	X
2	Case Management	4,209,372		21,224,037	25,433,409	X	
3	Congregate Meals						
4	Counseling Services						
5	Day Care--Adults						
6	Day Care--Children	839,841		3,977,410	4,817,251		
7	Education and Training Services						
8	Employment Services						
9	Family Planning Services						
10	Foster Care Services--Adults						
11	Foster Care Services--Children	19,817,342	3,477,542	17,940,572	41,235,456	X	
12	Health-Related Services						
13	Home-Based Services						
14	Home-Delivered Meals						
15	Housing Services						
16	Independent/Transitional Living Services						
17	Information & Referral	285,611		1,910,220	2,195,831	X	X
18	Legal Services						
19	Pregnancy & Parenting						
20	Prevention & Intervention						
21	Protective Services--Adults						
22	Protective Services--Children	2,524,481		36,134,794	38,659,275	X	
23	Recreation Services						
24	Residential Treatment						
25	Special Services--Disabled						
26	Special Services--Youth at Risk						
27	Substance Abuse Services						
28	Transportation		2,698,458	507,462	3,205,920		X
29	Other Services***	4,751,490		46,333,416	51,084,906	X	
30	SUM OF EXPENDITURES FOR SERVICES	32,804,254	6,176,000	132,074,520	171,054,774		
31	Administrative Costs	3,313,752					
32	SUM OF EXPENDITURES FOR SERVICES AND ADMINISTRATIVE COSTS	36,118,006	6,176,000				

* From which block grant(s) were these funds transferred? TANF

** Please list the sources of these funds: Title IV-E, Title 19, Title IV-B 1, Title IV-B 2, State, TANF

CWS SW, Intake & Assessment SW, Crisis Counseling SW, Home Support Specialists, Licensors, FRS SW

*** Please list other services:

Part B. Estimated Recipients

OMB NO.: 0970-0234

EXPIRATION DATE: 08/31/2012

	Service Supported with SSBG Expenditures	Children	Adults			Total Adults	Total
			Adults Age 59 Years & Younger	Adults Age 60 Years & Older	Adults of Unknown Age		
1	Adoption Services	1,346					1,346
2	Case Management	5,483					5,483
3	Congregate Meals						
4	Counseling Services						
5	Day Care--Adults						
6	Day Care--Children	5,583					5,583
7	Education and Training Services						
8	Employment Services						
9	Family Planning Services						
10	Foster Care Services--Adults						
11	Foster Care Services--Children	20,833					20,833
12	Health-Related Services						
13	Home-Based Services						
14	Home-Delivered Meals						
15	Housing Services						
16	Independent/Transitional Living Services						
17	Information & Referral				1,761	1,761	1,761
18	Legal Services						
19	Pregnancy & Parenting						
20	Prevention & Intervention						
21	Protective Services--Adults						
22	Protective Services--Children	76,685					76,685
23	Recreation Services						
24	Residential Treatment						
25	Special Services--Disabled						
26	Special Services--Youth at Risk						
27	Substance Abuse Services						
28	Transportation	3,748					3,748
29	Other Services***	11,680					11,680
30	SUM OF RECIPIENTS OF SERVICES	125,358			1,761	1,761	127,119



CERTIFICATION REGARDING DRUG-FREE WORKPLACE

The Department of Social and Health Services (DSHS), State of Washington, certifies that it has developed policies and procedures in association with employee organizations and the Washington State Employee Advisory Service to provide a drug-free workplace. The process has resulted in:

- (a) A published statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in DSHS facilities and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) The establishment of an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The department's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- (c) A requirement that each DSHS employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employees in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his/her conviction for a violation of a criminal drug statute conviction occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing within ten days after receiving notice under Subparagraph (d)(2) from an employee, or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 days of receiving notice under Subparagraph (d)(2), with respect to any employee who is so convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs (a), (b), (c), (d), (e), and (f).

The grantee may insert in the space below the site(s) for the performance of work done in connection with the specific grant:

PLACE OF PERFORMANCE: STREET ADDRESS, CITY, COUNTY, STATE, AND ZIP CODE

☐ Check here if there are workplaces on file that are not identified above.

ORGANIZATION		
DEPARTMENT OF SOCIAL AND HEALTH SERVICES		
AUTHORIZED SIGNATURE	NAME AND TITLE	DATE



**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
AND OTHER RESPONSIBILITY MATTERS -
PRIMARY COVERED TRANSACTIONS**

By signing and submitting this proposal, the applicant, Department of Social and Health Services (DSHS), defined as the primary participant in accordance with 45 CFR Part 76, certifies to the best of its knowledge and believes DSHS and its principals:

- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in Paragraph (1)(b) of this certification; and
- (d) have not within a three (3) year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

The inability of a person to provide the certification required above will not necessarily result in denial of participation in this covered transaction. If necessary, the prospective participant shall submit an explanation of why it cannot provide the certification. The certification or explanation will be considered in connection with the Department of Health and Human Services (HHS) determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

The prospective primary participant agrees that by submitting this proposal, it will include the clause entitled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transaction", provided below without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

ORGANIZATION		
DEPARTMENT OF SOCIAL AND HEALTH SERVICES		
AUTHORIZED SIGNATURE	TITLE	DATE
	SECRETARY	



CERTIFICATION REGARDING LOBBYING

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ORGANIZATION		
DEPARTMENT OF SOCIAL AND HEALTH SERVICES		
AUTHORIZED SIGNATURE	TITLE	DATE
	SECRETARY	

NOTE: If disclosure forms are required, please contact:
 CHARLES GALE, DIRECTOR
 OFFICE OF GRANTS MANAGEMENT DIVISION
 HHH BUILDING, ROOM 517D
 200 INDEPENDENCE AVE SW
 WASHINGTON DC 20201-0001



CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro Children Act of 1994, requires that smoking not be permitted in any portion of any indoor routinely owned or leased or contracted for by an entity and used routinely or regularly for provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 per day and/or the imposition of an administrative compliance order on the responsible entity by signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act.

The applicant/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions for the children's services and that all subgrantees shall certify accordingly.

Signature

Title

Organization